

QCCIFD Meeting Minutes – September 21, 2022

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, September 21, 2022. The meeting was held at the Town of Queen Creek – Town Hall Meeting Room – San Tan Conference room, located at 22358 S. Ellsworth Road, Queen Creek, Arizona.

The following agenda items were considered at the meeting:

- A. The meeting of the QCCIFD board was called to order at 6:30 p.m. by board chair Memmott.
- B. Roll Call: Chair Memmott, Clerk Ruscetti and Members Kuefner, Shult and Hawkins were in attendance. Additional attendees: Chief Maylar, Kelly Vaughn – Administrative Manager.

Item 1: Consideration of approval of the governing board meeting minutes of July 20, 2022 (QCCIFD #22-028):

Motion by Ruscetti/ 2nd by Memmott: To approve the July 20, 2022 minutes as passed; Passed 5-0.

Item 2: Call to the Public: None

Item 3: Report from the fire chief regarding the provision of fire and EMS to the QCCIFD, including but not limited to the following items (QCCIFD #22-n/a):

- a) Monthly response and service report: The July and August response reports were distributed in the meeting packet. The board reviewed the reports. The response reports are showing a slight increase in numbers. There is a new data collection system that is catching more calls. There were no structure fires in the past 2 months. There is no update on when the ambulances will be in service – there has been supply chain issues.

Discussion only – no action taken

Item 4: Presentation from the Town of Queen Creek on the property tax impacts within the Fire District.

Matt Lee and Kristen Stone gave an updated presentation to the board on the property tax impacts within the QCCIFD. They answered general questions from the board.

Item 5: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #22-029):

Administrative Manager Vaughn reviewed the July and August financial reports prepared by the district's C.P.A.; Angela Bertram (finance reports included within board packet). Vaughn addressed general questions from the board regarding

QCCIFD Meeting Minutes – September 21, 2022

information contained within the reports.

Motion by Memmott/ 2nd by Hawkins: To accept the finance reports as presented; Passed 5-0.

b) Review of invoices / payables and authorization for payment (QCCIFD #22-030):

Consultant Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,978.48); Angela Bertram, CPA (\$332.50).

Motion by Memmott/ 2nd by Schult: To authorize payment of the invoices presented; Passed 5-0.

Item 6: Consideration of engaging the firm of Angela D. Bertram, CPA for the purposes of providing the district's accounting services for the fiscal year beginning July 1, 2022 and ending June 30, 2023 (QCCIFD #22-031)

Administrative Manager Vaughn discussed the annual engagement letter from the board's CPA, Angela Bertram and recommended retention of Ms. Bertram by the QCCIFD. Ms. Bertram's hourly rate went up by \$5/hr.

Motion by Ruscetti /2nd by Memmott: To retain the firm of Angela Bertram, CPA for accounting services; Passed 5-0.

Item 7: Discussion and consideration of a property owner request to add parcels of land to the QCCIFD through the boundary change process pursuant to A.R.S. §48.262.I. (QCCIFD #22-032).

The date for the public meeting will be Tuesday, November 15, 2022 in council chambers. We will know by then if Prop 310 will pass, which would give extra tax revenue to the fire district. The presentation will likely include the history of the district, a map, board members and chief, and the FY23 property tax analysis.

Item 8: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting (November 16, 2022) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #22-033):

- Standard agenda items
- Recap of informational meeting

Item 9: Announcements:

- None

QCCIFD Meeting Minutes – September 21, 2022

Item 10: Adjourn; Motion by Memmott / 2nd by Kuefner to adjourn the meeting at 7:40 pm.
Passed 5-0.

QCCIFD meeting minutes approved: November 16, 2022:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Daniel Kuefner, Board Member

Diana Schult, Board Member

Clint Hawkins, Board Member